

## Scientific and Technical Employee Development (STED) Conference Call January 29, 2009

Committee members:

| Name                       | Role/Affiliation       |
|----------------------------|------------------------|
| Steve Anthony              | Studies Section Chiefs |
| Steve Blanchard            | WRD Senior Staff       |
| Virginia de Lima           | Center Directors       |
| Bob Hainly (Chair)         | Data Chiefs            |
| Bill Hazell                | Hydrologic Technicians |
| Leo House (not present)    | NRP                    |
| Mike Nolan                 | OSW                    |
| Dave Pollock               | OGW                    |
| Kurt Schultz (not present) | IT Specialists         |
| Lynn Taylor (not present)  | NWIS                   |
| Alan Ward                  | OED                    |
| Franceska Wilde            | OWQ                    |
| Francisco Simoes - guest   | NRP                    |

### Meeting Introduction:

- Bob Hainly opened the teleconference and reviewed the agenda. No additions were suggested.

### Comments on the minutes from the November 2008 meeting:

- One comment was received on the November 2008 meeting minutes relating to the discussion on the SW Procedures and Policies Course Status.
- **ACTION ITEM** – Bob will send the finalized September 2008 meeting minutes to be posted on the STED web page. (completed 1/29/09)
- **ACTION ITEM** – Bob will correct the November 2008 minutes as suggested and send the finalized November 2008 meeting minutes to be posted on the STED web page. (completed 1/29/09)

### Review of the Action Items Log:

- **8/21 ACTION ITEM** –Committee to review video list and provide suggestions to Mike.
  - Action Item progress – Some responses received. Mike will consider feedback when he has time to get back to the web page development tasks.
- **9/25 ACTION ITEM** –Distribute STED info through Matt Larsen to WRD
  - Action Item progress – On hold until TEL course ready for delivery.
- **9/25 ACTION ITEM** –Recover QW Principles development cost information.
  - Action Item progress –Data are expected at this meeting.
- **11/20 ACTION ITEM** –Determine availability of WRD funding for Breeze software maintenance.
  - Action Item progress – Completed 11/24/08 – funding is available

### External Communication

- WR Data Conference – Steve Anthony will be on agenda. Suggested he use ER Data Conference presentation as a template. Mike will deliver it to him.
- Pacific-NW Science Conference – Alan will provide a poster and information to participants at the poster session.
- No other reports.

### **Rotational Committee Membership**

- Five of six rotational members are due to rotate off in March 2009.

**DECISION** – Terms of rotational members should be adjusted so that only two members rotate off each year. Two members will rotate off in March 2009; two terms will be extended to rotate off in March 2010; one term will be extended to rotate off in March 2011.

**ACTION ITEM** – Bob will poll rotational members and determine willingness to stay on or rotate off committee and then contact Steve B. with results.

**ACTION ITEM** – Steve B. will recruit new members from appropriate constituent groups.

### **Sediment Transport Course - Francisco**

- Will use a WebEx-based approach for delivery
- Extra unplanned effort is section 508 compliance delivery tasks
  - Alaska WSC employee is available for closed-captioning assistance
- Total of 6-7 classes in course – maximum of 2 hours per class per week
  - Pilot class will be developed – will include testing
  - Expect pilot delivery in April 2009
- Total course will be a 6-7 week short course with a definite start and end date
- Audience is “entry” level (college Masters level)
- Course collaborators – John Gray, Doug Glysson, Tj Lane
  - Tj will assist with blended delivery - WebEx + live sessions
- Committee suggestions
  - Could lectures be recorded for absentees? 6-week commitment seems unlikely for all interested participants
  - Some interaction is requested and recommended
  - Sessions recorded with PowerPoint need a script to be effective

### **FY2009 HR Initiative Funding Status - Alan**

- HRI funds can be used to cover 50% of salary costs
- HR expectations are to create more classes that will develop future revenue streams
- Received \$70K – suggested distribution:
  - Proposed \$20K to complete QW Principles course. (100% contractor?)
  - Proposed \$20K to complete SW Procedures and Policies Course narration.
  - Proposed \$15K to develop USGS Orientation Course. (no revenue generation)
  - \$15K remaining and available for 3 other potential courses:
    - Motorboat Operator Certification Course (MOCC) –estimate \$3K
    - GRSAT (Liz Hittle) – estimate \$15K SME and \$12K for contract developer
    - Continuous-records processing (Walker) – estimate \$10K

**DECISION** – Remaining \$15K to be provided to OSW (Steve B.) to prioritize and use as they see fit. (Update 2/5/09 - \$6K applied towards Records-processing course development.)

### **QW Principles Course Status – Francesca**

- Lots of progress, but current bottleneck at Francesca's desk due to other duty assignments
- Would like to extend contract for Roger Lee for assistance – need advice from Alan
- Francesca delivered update to Regional WQ Specialists and received comments
  - Requested a re-design and want final project to be voluntary
  - Final project – supervisory decision or mandatory – will consult with Tim Miller
  - Would like stand-alone version of modules to use as refresher classes
  - Thought that assembling participants may be a problem

### **SW Procedures and Policies Course Status – Mike Nolan**

- All modules are complete except one – are in stage of colleague review
- OSW review in mid-March
- Next step is to start narration
  - Will use FY09 HRI funding to complete this work
  - May release modules without narration to speed up delivery

**STED Web Page Enhancement – Mike Nolan**

- New web pages presented at Senior Staff meeting
- Encouraging use of multi-media pages
- Cannot connect to outside web pages – can connect to other WRD pages?
- Comments will still be accepted for video postings

**Wrap-up**

- Short-term and long-term goals are OK for FY2009 and FY2010

**The next conference call is scheduled for Thursday, March 26 at 1:00 pm EDT.**